

April 9, 2013

Brenda Anderson
Bentonville, AR

Judge Bob Clinard
Benton County, A Political Subdivision of the State of Arkansas
Bentonville, AR

Ref: Benton County Courts Study Revised

Hight-Jackson Associates PA is pleased to provide a proposal to provide a detailed study for the Benton County Court facilities. The study will include the present location and nearby downtown locations; and a site outside the downtown area in the vicinity of the Benton County Road Department on Highway 102 West. Population growth in the county will require the accommodation of an additional courtroom(s) in the future as new judges are assigned to the county. Safety of the participants in a court proceeding are of utmost concern and will be given top priority in our study. Equal access to all citizens of the county to participate in the procedures of the judicial system is a mandated requirement. Efficiency of operation will be included in the study along with the court's impact on the downtown Bentonville area where all but one of the current county courtrooms is located.

In our study, we will analyze and provide our findings on the following issues:

1. Advantages and disadvantages of the current and a new location
2. Condition of the current court locations.
3. Potential for expansion of the facilities at the current location(s).
4. Safety of judges and participants in the court proceedings
5. Long range planning considerations.
6. Relocation implications and potential costs.
7. Other issues that may arise from discussions and investigations with the users of current facilities.

In order to complete our study, the following must occur:

1. Hight-Jackson Associates staff and their consultants be granted access to all current court facilities by mutual appointment with court officials.
2. Meetings with all current judges and their staff.

extraordinary people, exceptional services, collaborative efforts

3. If an economic impact study is to be included in the study results, it will be done by others and made available to Hight-Jackson Associates and will be incorporated in this study.
4. Cooperation of law enforcement personnel, primarily the Benton County Sheriff and his staff, to provide insight into transportation and safety issues in regards to the location of the court(s).
5. We believe that a parking study has been done in the past by a trained consultant concerning the downtown area and improvements thereto. We assume that traffic flow and the effect of expanded court facilities in the downtown area was not included in that report. It may be necessary that a new report be provided, or the current one revised to include this possibility. The cost of such a study is not included in our proposal fee.

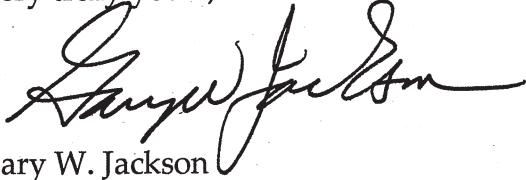
After considering all the factors that will enter into our study, we believe it will be of great value to the stake holders that all possibilities are thoroughly researched. With that in mind, we have determined to include the services of a court consultant to review current court facilities and future needs. Since county officials have already had conversations and meetings with a court consultant, this consultant, NCSC (National Council for State Courts) has been included on our team. Their findings will be a part of our report.

The time frame to accomplish this study is dependent on several factors, many of which Hight-Jackson Associates cannot control. It is estimated that a minimum of Ninety (90) calendar days will be required. When completed, the report will be made available to both the Bentonville Downtown Group, and to Benton County officials who have a vested interest in the findings. Hight-Jackson Associates personnel and their consultants will be available for meetings, both public and private, as may be required.

For this work, it is impossible at this time to fully define the scope and to determine a fee that is appropriate. We estimate that up to Sixty-five Thousand Dollars (\$65,000.00) will be necessary. Normal services of architecture, mechanical engineers, electrical engineers, and the court's consultant are included in completing this study. In addition, should it be advantageous, as recommended by the architects, and approved by the client(s), other specialized consultants such as traffic engineers, may be recommended. Such specialized consultants, other than the court's consultants, are not included in the Not-to-Exceed amount stated above.

Please sign and return one copy of this letter of agreement so that we may begin gathering information to complete this work. Should you have questions or need to discuss any part of this proposed agreement, please contact me.

Very truly yours,



Gary W. Jackson
Hight-Jackson Associates PA

Cc: Brian Jackson
file

I have read and am in agreement with the terms of this proposal.

(Signature)

Benton County, A Political Subdivision of the State of Arkansas

(Date)

(Signature)

Bentonville Downtown Committee, Representing a Third Party Private Entity

(Date)